

New Life Lutheran Church
28th Annual Fall Craft Bazaar and BBQ
3521 East Orange St., Pearland Texas 77581
Friday and Saturday, October 4-5, 2019

NEW LIFE LUTHERAN CHURCH is sponsoring a Fall Crafts and BBQ ("Event"). Booth spaces may be leased by exhibitors to sell hand-made crafts or manufactured items (*call for details*). We have booth space available outside, and limited space inside, with preference given to repeat exhibitors.

The Church will reserve rights of all food and beverage booths. Foods for sale will be Barbecued items, baked potatoes, baked goods, drinks and other food items.

There will be various children's activities available on Saturday only.

All exhibitors are expected to donate ONE item from their booth for the hourly door prize drawings.
Must be present to win.

Committee members, when available, will provide short break times for exhibitors, if desired.

The Bazaar Committee will use a portion of the event profit for donations to local charities and church improvements.

Exhibitor fees: Outside 12'x12' space is \$50.00 for two days or \$25.00 for one day. Inside (appx. 9'x11') booth is \$80.00 for two days (plus \$20 for electricity to inside booths) No one day booths inside are available. Space rental is based on the date the contract and payment is received in the church office. Exhibitor will be notified verbally, by snail mail, or by email by Committee person regarding approval of exhibition. (Please indicate if you are returning and would like the same booth as previous years and where that booth was). There are only a few inside areas available so applications for inside booths (returning and/or new vendors) MUST be received with payment by June 1, 2019. Fee paid by check, cash or money order only – no credit card processing is available.

Full refund is issued with two weeks notice prior to event opening. Half refund is issued with one week notice prior to the event opening. No refunds will be issued the week of the event opening, including "no shows." Any exceptions will be made at the Event Committee's discretion. Refunds will be sent within two weeks after the end of the bazaar.

Event times: Friday, 9:00 AM – 5:00 PM and Saturday 9:00 AM – 5:00 PM. On-site security, Friday night ONLY.

EXHIBITORS: Must apply for each new event. Registration will not be held over for the next event.

1. Provide picture of items to be sold (can be on paper and can be like items - picture will not be returned).
2. May rent more than one space.
3. May begin setting up at 7:00 AM Friday and 7:00 AM on Saturday. Must be set up by 9:00 AM opening. Inside vendors may set up Thursday night between 4:00 pm and 7:00 pm.
4. Must move exhibitor's vehicle(s) to designated parking area. (Please reserve street and concrete parking for visitors/customers) Vehicles must be moved by 9:00 AM.
5. Provide vehicle license plate when checking in if different vehicle on application.
6. Church has reduced the number of furnishings. ALL vendors must furnish display aids, tables, chairs, canopy, etc.
7. Donate one item from booth for door prize drawings. (see above for details)
8. Shall be responsible for sales tax.
9. Assume complete liability for occurrences within the space or with immediate customers.
10. Agree to hold New Life Lutheran Church, the pastor and all members of the church harmless from any liabilities.
11. Electricity will only be available for inside booths at an additional cost of \$20.00 for the 2 days.
12. Agree to leave their space as tidy as when they arrived.
13. No garage sale items or antiques.
14. Manufactured items may be allowed outside only (*call for details and/or approval*). Only one vendor per product.
15. Will not hold the church responsible for tents, etc, left overnight inside or outside, regardless of on-site security.
16. Shall not drive on the lawn area of the church grounds. (only back field parking – dependent of ground conditions)

Exhibitors keep this page for information.

The contract is on next page. Please complete the contract and mail with requested information (Contract, check, picture)

For more information, contact: Karen Sweet Cheney, church office (281) 485-1818, or office@newlifelutheran.com

IMPORTANT NOTICE: As early packing and departures can cause a good show to be less successful for other vendors, **NO EARLY DEPARTURES ARE PERMITTED UNLESS** cleared by the Festival Chair, Karen Sweet Cheney or another member of the Festival Committee prior to packing/departure.

Return this page with your booth payment/picture(s) to the address below.
Thank you.

CRAFTS/BBQ Friday and Saturday, October 4-5, 2019

Business NAME: _____

NAME: _____ ADDRESS _____

CITY: _____ ZIP: _____ TELEPHONE: _____ EMAIL _____

General **description** of items to be sold: _____

HAND-CRAFTED or MANUFACTURED ITEM/S (circle one)

Picture of items to be sold attached: _____

Vehicle to be on site the day of the event: Make: _____ Model: _____ License Plate # _____

Outside booth space 12'x12' is \$50.00 for two days or \$25.00 for one day. Inside booth space appx. 9'x11' is \$80.00 for two days.

Reminder: New Life will not provide vendors with canopies. Vendors may bring their own canopy for their area. (12' x 12' or smaller)

Booth(s) with manufactured items call for space availability, outside only.

_____ Number of booths outside X _____, two days \$50.00, one day \$25.00 Location: _____

_____ Number of booths inside, two days \$80.00 Location: _____ DUE BY JUNE 1, 2019

_____ Electricity for inside booths, additional \$20 for the 2 days.

TOTAL REMITTANCE: \$ _____ Cash Check# _____ Money order (Circle one)

By the execution of this application and for and in consideration of the awarding of booth space(s) to the applicant, the applicant hereby agrees to hold all members of New Life Lutheran Church harmless from any and all liability arising out of the operation of an exhibit or sale.

Signature: _____ Date: _____

Please mail application and check or money order to New Life Lutheran Church, 3521 East Orange Street, Pearland, Texas 77581 (Attention: Bazaar Committee)

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_____ I have read the above notice and agree to stay until close of day, each day of event.

Initial here **Unless prior notice is cleared with the Festival Chair, Karen Sweet Cheney.**

(violation of the above agreement, may result in no invitation to return in 2020)